

College Application Process

1. Colleges prefer online applications. However, paper applications can be downloaded or obtained from the College and Career Center, if needed.
2. Fill out the application carefully. Most online applications will require you to print out a signature and/or counselor verification page before submitting the application. (This is why you should apply before requesting transcripts.)
3. If a recommendation is needed, you must meet with your counselor or teacher first to make this request. Please make the appointment at least 10 days before deadlines.
4. Some applications require a Personal Statement. See the “Personal Statement Hints” for further information about writing this statement!
5. Obtain a “Transcript Request Form” from the Guidance Office, or download one from the Students Services page. Signing this form gives us permission to send out your application and transcript, and verifies that it is official.
6. Paperclip all important forms that are relevant to your application (recommendations, signature pages, paper application, fees, etc.) together to the transcript request form, and place it in the basket by the receptionist. Mrs. Kapka will order the transcript, and give the entire package to your counselor. Your counselor will then fill out the counselor section on the application or verification forms, and will mail it in. No envelopes or stamps are necessary!
7. Please note that you should turn in all materials at least 5 or more days in advance of the college priority deadlines. Many state universities have set this date as November 1st. We have only one early morning mail pick-up. Selectivity can increase after this date!!
8. The average number of colleges to apply to is 3-5. Make sure you meet with your counselor in early fall to discuss all of your options! This appointment is critical for your post high school plans!
9. Questions? See Mrs. Compobasso, College Counselor in Guidance.
10. Good luck!!